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उप-खण्ड(II)

राज्य सरकार तथा अन्य राज्य प्राधिकारियों द्वारा जारी किये गये कानूनी आदेश तथा अधिसूचनाएं।

JAIPUR DEVELOPMENT AUTHORITY

NOTIFICATION

Jaipur, June 30, 2023

S.O.106 .-In exercise of the powers conferred by the Section 96 read with Section 9 of the Jaipur Development Authority Act, 1982 (Act No. 25 of 1982), the Jaipur Development Authority hereby makes the following Regulations regulating the recruitment to posts in, and the conditions of service of persons appointed to the Jaipur Development Authority Services, namely:-

JAIPUR DEVELOPMENT AUTHORITY EMPLOYEES (RECRUITMENT & PROMOTIONS) REGULATIONS, 2023

PART-I

General

1. **Short title**, **commencement and application.-**

1) These regulations may be called the Jaipur Development Authority Employees (Recruitment & Promotions) Regulations, 2023.

2) They shall come into force with immediate effect.

3) These regulations shall apply to all employees appointed by the Authority and all persons holding the posts or have a lien of posts specified in Schedules attached to these Regulations and unless otherwise provided not applicable to the following, namely:-

(i) persons appointed under sub-sections (1), (2), (3) and (4) of section 8 and sub-section (2) of section 83 of the Act;

(ii) persons for whom special provisions for appointment and other service conditions are made or to be prescribed either by the Government or prescribed by the Government with the consent of the Authority;

(iii) persons who are appointed by the Authority on deputation on special conditions or on contract from the Government of India or

State Government or any local Authority or other Corporation or organization;

(iv) Class IV employees or persons engaged as Work-charged, casual or on daily wages.

2. **Definitions –** In these regulations unless the context otherwise requires :

(a) **"Act"** means the Jaipur Development Authority Act, 1982 (Act No. 25 of 1982);

(b) **"Appointing Authority"** in respect of the posts included in the Class I Service means the State Government and in respect of posts of Class II and Class III Service means the Commissioner, Jaipur Development Authority and includes such other officer or authority who may with the approval of the Executive Committee be specially empowered by the Commissioner to exercise the powers and perform the functions of the Appointing Authority but the Class I officers holding the posts under Class I Service, though appointed by the State Government, their lien will be under the Jaipur Development Authority and they remain the officers of the Jaipur Development Authority;

(c) "Board" means the Rajasthan Subordinate and Ministerial Service Selection Board;

(d) "Cadre or Cadre of posts " means posts or cadre of posts carrying an identical time scale of pay or wose pay scales are declared by the Secretary equivalent looking to the similar nature of objects, duties and responsibilities and those are inter-changeable;

(e) **"Commission"** means the Rajasthan Public Service Commission;

(f) **"Committee"** means a Committee referred to in Regulation No.31;

(g) **"ExecutiveCommittee**"means the Executive Committee constituted under the section 7 of the Jaipur Development Authority Act, 1982 (Act No. 25 of 1982);

(h) **"Direct recruitment"** means recruitment made in accordance with the procedure prescribed in Part-IV of these regulations;

(i) **"Commissioner"** means the Commissioner, Jaipur Development Authority;

(j) **"Government"** means the Government of Rajasthan;

(k) **"Member of the Service"** means a person appointed to a post in the service on the basis of regular selection under the provisions of these regulations or regulations or order superseded by these regulations;

(l) **"Schedule"** means the schedules appended to these regulations;

(m) **"Service"** means the Jaipur Development Service Class-I or the JDA Class-II Service or Class III Services, as the case may be as prescribed under JDA employees (CCA) Regulation 1984;

(n) **"Service" or "Experience"** wherever prescribed in these regulations as a condition for promotion to senior posts in case of a person holding a lower post eligible for promotion within the service from one category to another or to senior posts shall include the period for which the person has continuously worked on such lower posts after regular selection in accordance with these regulations;

Note: Absence during service e.g. training, leave and deputation etc. which are treated as "duty" under The Rajasthan Service Rules, 1951, shall also be counted as service for computing experience or service required for promotion;

(o) **"State"** means the State of Rajasthan;

(p) **"Substantive Appointment"** means an appointment made under the provisions of these regulations to a substantive vacancy after due selection by any of the methods of recruitment prescribed under these regulations and includes an appointment on probation or as probationer trainee followed by confirmation on completion of the probationary period except an urgent temporary appointment; and

(q) **"Year"** means the financial year.

3. **Interpretation -** Unless the context otherwise requires the Rajasthan General Clauses Act, 1955 (Rajasthan Act No. VIII of 1955) shall apply for the interpretation of these regulations as it applies for the Interpretation of a Rajasthan Act.

PART-II

Cadre

4. **Composition and strength of the Service-**

(1) The nature of posts included in service shall be as specified in column No.2 of respective Schedules.

(2) The Strength of the posts in the service shall be such as may be determined by the Authority or the Executive Committee from time to time under Section 9 of the Act:

Provided that the Authority or the Executive Committee may,-

(a) create any posts permanent or temporary from time to time as may be found necessary and may abolish any such posts in the like manner without thereby entitling any person to any compensation; and

(b) leave unfilled or hold in abeyance or abolish or allow to lapse any post, permanent or temporary, without thereby entitling any person to any claim or compensation.

5. **Constitution of the service-** The Service shall consist of,-

(a) all persons holding substantively the post(s) specified in Schedules attached to these Regulations on the date of commencement of these regulations; and

(b) all persons recruited by any of the methods laid down in regulations 7 of these regulations except on urgent temporary appointment under regulation 35.

PART-III

RECRUITMENT

6. **Methods of Recruitment –**

(1) Recruitment to the post(s) in the service after commencement of these regulations shall be made by the following methods in proportion as indicated in column 3 and 4 of respective schedules.

(i) By direct recruitment accordance with the procedure prescribed in Part-IV of these regulations; and

(ii) by promotion in accordance with the procedure as laid down in Part- V of these regulations.

Recruitment to the Service by the aforesaid methods shall be made in such a manner that persons appointed to the service by each method do not at any time exceed the percentage laid down in the respective Schedules of the total cadre strength as sanctioned for each category, from time to time:

Provided that,-

(a) if the Appointing Authority is satisfied that suitable persons are not available for appointment by either method of recruitment in a particular year, appointment by the other method in relaxation of the prescribed proportion may be made with the approval of the Executive Committee in the same manner as specified in these regulations,

(b) recruitment, promotion, seniority and confirmation etc. of a person who joins the Army/Air Force/Navy during an Emergency shall be regulated by such orders and instructions as may be issued by the Government, from time to time, provided that these are regulated mutatis mutandis according to the instructions issued on the subject by the Government of India.

(c) if a Diploma holder Junior Engineer attains the qualification of B.E. (Civil/Mechanical/Electrical), or A.M.I.E., he shall be entitled on his/her application and subject to availability of vacancy, to be appointed as Junior Engineer (Degree holder), by transfer against the quota of direct recruitment but in that case his/her seniority amongst the Junior Engineer (Degree Holders) shall be determined from the date of occurrence of vacancy against which such Junior Engineer has been appointed on the post of Junior Engineer (Degree Holder) and one third of his/her previous experience shall be counted as experience on the post of Junior Engineer for the purpose of promotion to the next higher post.

7. **Compassionate Appointment of wards of the Deceased employees of the Authority:–**

(1) Notwithstanding anything contained in these regulations, when an employee of the Authority dies while in service, one of his/her dependents may be considered for appointment in Authority subject to the condition that employment under these regulations shall not be admissible in cases where the spouse or at least one of the sons, unmarried/married daughters, adopted son/adopted unmarried/ married daughter of the deceased employee is already employed on regular basis under the Central/any State Government/ or Statutory Board/ Organization/Corporation owned or controlled wholly or partially by the Central/ any State Government at the time of death of the employee of the Authority or at the time of appointment of the dependent..Provided that this condition shall not apply where the widow seeks employment for herself.

Note:1. "Deceased Employee" means a person who was employed in connection with the affairs of the Authority and who died while in service and, who was,-

(i) Permanent, or

(ii) holding a post temporarily after appointment on regular basis including period of probation as probationer trainee.

"Dependent" means-

(i) a spouse, or

(ii) son including son legally adopted by the deceased employee during his/her life time, or

(iii) Unmarried/widowed/divorced daughter including daughter legally adopted by the deceased employee during his/her life time, or

(iv) married daughter, if no other dependent of the deceased employee mentioned in clause (ii) and (iii) above is available, or

(v) mother, father, unmarried sister in case of unmarried deceased employee,

who was wholly dependent on the deceased employee at the time of his/her death.

(2) Selection of post:–

(a) dependent may be considered for appointment to a post carrying pay scale Level-1 to Level-9 in Pay Matrix meant for being filled up by direct recruitment in the Subordinate Services/Ministerial Services/ Class-IV service, as the case may be, according to his/her educational qualification and fulfillment of other service conditions irrespective of the rank and status of the deceased employee.

Provided that in case of an Authority employee who is killed while performing his official duties, his/her dependent may also be considered for appointment to a post carrying Pay Matrix Level-10 to Level-11 in Pay Matrix and meant for being filled up by direct recruitment, subject to fulfillment of the educational qualifications and other service conditions prescribed in these regulations and with the approval of ExecutiveCommittee.

(b) Once an appointment has been made on any post under these regulations the benefit intended under these regulations shall be deemed to have been availed and the case shall not be re-opened for appointment to any other post in any circumstances.:

Provided that in cases where a dependent to whom appointment is offered does not join for any reason whatsoever, another dependent who is otherwise eligible for compassionate appointment, if he applies within ninety days from the date on which the earlier appointment order was received by the appointee.

(3) Qualifications:–

(i) The dependent should possess the qualifications prescribed for the post under these regulations at the time of appointment.

(ii) While being considered for appointment to Class IV service, the requirement of educational qualification for the post shall be dispensed with.

(iii) Before a dependent is appointed, the Appointing Authority shall satisfy itself that he/she is otherwise fit for appointment in Authority looking to his/her character and physical fitness and fulfillment of other general conditions prescribed in these regulations.

(4) Age:– The dependent should be within the age limit prescribed for the post under these regulations at the time of appointment.

Provided that:

(i) There shall be no upper age limit for a widow.

(ii) The crucial date for calculating age shall be the date of receipt of application for appointment.

(iii) The time spent in arranging suitable post shall not disqualify the dependent in case he/she becomes over-age during that period.

(5) Requirement etc:– Requirement for selection such as,-

(i) Computer qualification shall not be insisted upon at the time of appointment. The dependents of the deceased employee shall have to possess any of the computer qualification as prescribed in the relevant regulations within a period of probation, failing which his/her probation shall be deemed to be extended, unless the appointing authority terminates his/her services finding the performance wholly unsatisfactory;

(ii) training or departmental examination or typing on computer shall not be insisted upon at the time of appointment. The dependents shall however, be required to clear such training or departmental examination or typing test on computer in one language, either in English or in Hindi, within a period of 3 years, unless the period is relaxed by Executive Committee, for entitlement for confirmation, failing which his/her appointment shall be liable to be terminated. No annual grade increments shall be allowed until he/she acquires such qualifications. On acquiring such qualification annual grade increments shall be allowed notionally from the date of appointment but no arrears will be paid.

Provided that the widow appointed under the provisions of these regulations shall be exempted from having computer qualification and passing the typing test on computer.

Provided further that the persons with disabilities appointed under the provisions of these regulations shall be exempted from passing the typing test on computer.

Note: For the purpose of this Regulation, the Director, Bhasha Vibhag of the Government shall conduct typing test on computer every year irrespective of the number of candidates.

(6) Procedure.-

(a) On the death of an employee, the surviving spouse shall apply for appointment for self or another dependent.

(b) Where the deceased employee is not survived by a spouse, the application shall be made by one of the dependents of the deceased employee and other dependents shall have to give their consent for his/her candidature. Provided that if more than one of the dependents seek employment, the Appointing Authority shall select one, keeping in view the overall interest and welfare of the entire family, particularly the minor members.

(c) The application shall be made in a prescribed ***proforma*** to the Appointing Authority within a period of three months from the date of death of the employee. The applicant shall submit an affidavit in support of monthly income (from all sources) of the entire family mentioned in the application form. Provided that where the spouse does not seek appointment for herself and even the eldest of remaining dependents has not attained the age of 18 years (intimation to this effect to be given in writing within three months of the death of the employee), the above period of limitation shall run from the date of attaining the age of 18 years by such eldest dependent.

(d) It shall be the responsibility of the Appointing Authority to give appointment to the dependent.

(e) In case suitable post is not vacant but some post in lower cadre is

available immediately, such lower post can be offered to the applicant on **'first come first serve'** basis and the applicant shall have the option either to wait for the post applied for or to accept the lower available post. In case the applicant accepts the lower available post, he/she shall loose his/her claim for higher post applied for and his/her claim will not be kept on waiting list.

8. **Compassionate Appointment of Dependents of the Deceased/Permanently Incapacitated Armed Forces Service Personnel/Paramilitary Personnel.-**

(1) Notwithstanding anything contained in these regulations the Appointing Authority may fill the vacancies of the,–

(i) posts carry pay matrix level - 1 to level - 9 in pay matrix meant for being filled in by direct recruitment by appointing on compassionate ground one of the dependents of a member of Armed Forces/Paramilitary Forces belonging to the State who becomes permanently incapacitated on or after 01.04.1999 in any defense operations including counter insurgency operations and operations against terrorists,

(ii) posts carry pay matrix level - 10 to level - 11 in pay matrix meant for being filled in by direct recruitment by appointing on compassionate ground, one of the dependents of a member of Armed Force/Paramilitary Forces belonging to the State, who dies on or after 01.04.1999 in any defense operations including counter-insurgency operations and operations against terrorists.

(iii)Posts carry pay matrix level - 10 in pay matrix meant for being filled in by direct recruitment by appointing on compassionate ground one of the dependents of a member of Armed Forces belonging to the State, who dies or was permanently incapacitated in war or any defense operations including counter insurgency operations and operations against terrorists during the period from 01.07.71 to 31.03.99.

Subject to fulfillment of the educational qualifications and other service conditions prescribed under the relevant service Regulations and withthe concurrence of Executive Committee :

Provided that,-

(a) If the Armed Forces/ Para Military personnel who are permanently incapacitated are capable of and desirous of obtaining employment for themselves under the Jaipur Development Authority, employment shall be given to them.

(b) If the widow or the children of the Armed Forces / Para Military personnel who are killed or permanently incapacitated are not in a position to take up employment immediately, employment will be given to them on acquiring of eligibility for appointment.

(2) Appointment shall be given to a dependent of Armed Forces / Para Military personnel only if any one of them has not got appointment on any post under the provisions of concerned service regulations prevailing in the Government of India.

(3) Appointment shall not be given to such dependent if any of the other dependents of the Armed Forces / Para Military personnel is already employed on regular basis under the Central / any State Government or Statutory Board Organization /Corporation owned or controlled wholly or partially by the Central / any State Government at the time of death of the Armed Forces /Para Military Personnel:

Provided that this condition shall not apply where the widow seeks employment for herself;

(4) Such dependent shall address an application for the purpose to the Zila Sainik Kalyan Adhikari in the case of Armed Forces and the Officer Commanding the Para Military Unit for Para Military Forces duly verified by the Head of the Unit where the deceased / permanently incapacitated member of the Armed Forces / Para Military forces was serving at the time of death / becoming permanently incapacitated. The application shall be considered in relaxation of the normal recruitment rules/regulations subject to the condition that the dependent fulfills the academic qualification and experience, except for appointment to Class IV for which educational qualification shall be relaxed, and age limit prescribed for the post and also otherwise qualified for the J.D.A. Service.

(5) The application of such dependent shall be forwarded to the District Collector concerned for suitable appointment according to the qualifications possessed by the dependent. In the event of non-availability of vacancy in the District concerned, application shall be sent to the Divisional Commissioner who shall arrange appointment in any District under his jurisdiction; If vacant post is not available under the jurisdiction of the Divisional Commissioner, then the application shall be referred by the Divisional Commissioner to Government in the Department of Personnel for providing appointment. The application can also be referred to JDA;.

(6) The application shall contain the following information:-

(i) Name and designation of deceased / permanently incapacitated Armed Forces / Para Military Force personnel;

(ii) Unit in which he/she was working prior to death / becoming permanently incapacitated;

(iii) Date and place of death with death certificate issued by the Authority competent to declare him/her a battle casualty or becoming permanently incapacitated; and

(IV) Name, date of birth, educational qualification of the applicant and his/her relation with the deceased (with certificates).

Explanation: for the purpose of this regulation, -

(a) "Armed Force" means the Army, Navy and Air Force of the Union;

(b) "Dependent" means,-

(i) Spouse, or

(ii) Son/adopted son, or

(iii) Daughter/adopted daughter, or

(iv) Grandson/adopted grandson, or

(v) Grand Daughter/adopted grand daughter, or

(vi) Daughter's son/adopted grand daughter's son, or

(vii) Daughter's daughter/adopted daughter's daughter, or

(viii) Brother or sister/brother's son/brother's daughter, sister's son/sister's daughter in case of unmarried deceased Armed Force/paramilitary Forces Personnel.

Note:Adoption means legally adopted son/daughter under the Hindu Adoption and Maintenance Act, 1956. For dependents of personnel belonging to other than Hindu religion, case will be referred to the Government for necessary clarification;

(c) "Para Military Forces" means the Border Security Force, Central Reserve Police Force, Indo Tibetan Border Police and any other Para Military Force, as may be notified by the Central and State Government, from time to time.

(d) "Permanently incapacitated" means a person who is covered under the definition of the term "person with disabilities" as provided in the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (Act No.1 of 1996).

9. **Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes.–**

(1) Reservation of vacancies for the Scheduled Castes and the Scheduled Tribes shall be in accordance with the provisions of law in force for such reservation at the time of recruitment i.e. by direct recruitment and by promotion.

(2) The vacancies so reserved for promotion shall be filled in by seniority-cum-merit and merit.

(3) In filling the vacancies so reserved, the eligible candidates who are members of the Scheduled Castes and the Scheduled Tribes shall be considered for appointment in the order in which their names appear in the list prepared for direct recruitment by the Examination/Selection Agency or the Appointing Authority, as the case may be, and the Departmental Promotion Committee or the Appointing Authority, as the case may be, in

the case of promotees, irrespective of their relative rank as compared with other candidates.

(4) Appointment shall be made strictly in accordance with the rosters prescribed separately for direct recruitment and promotion.

(5) In the event of non-availability of the eligible and suitable candidates amongst the Scheduled Castes or Scheduled Tribes, as the case may be, for direct recruitment, in a particular year, the vacancies so reserved for them shall be carried forward to the subsequent three recruitment years. After the expiry of three recruitment years, such carried forward vacancies shall be filled in accordance with the normal procedure:

Provided that if recruitment is not held in any recruitment year, such recruitment year shall not be counted for the purpose of this sub-regulation:
Provided further that filling up of the vacancies in accordance with the normal procedure under this sub- regulation shall not affect the reservation of posts as per the post based roster and vacancies on the reserved posts available in the roster may be filled in from amongst the persons belonging to the Scheduled Castes or Scheduled Tribes, as the case may be, for which such vacancy is available in subsequent years.

(6) In the event of non availability of the eligible and suitable candidates for promotion amongst the Schedule Castes or Scheduled Tribes, as the case may be, in a particular year, the vacancies so reserved for them shall be carried forwarded until the suitable Scheduled Castes or Scheduled Tribes candidate(s), as the case may be, are available. In any circumstances no vacancy for Scheduled Castes and the Scheduled Tribes candidates shall be filled by promotion from General category candidates. In exceptional cases, where in the public interest the Appointing Authority feels that it is necessary to fill up the vacant reserved post(s) by promotion from the General category candidates on urgent temporary basis, the Appointing Authority may make a reference to the Admistative Department in the Government and after obtaining prior approval of the Admistative Department in the Government, they may fill up such post(s) by promoting the General category candidates(s) on urgent temporary basis clearly stating in the promotion order that the General category candidates(s) who are being promoted on urgent temporary basis against the vacant post reserved for Scheduled Castes or the Scheduled Tribes candidates, as the case may be, shall have to vacate the post as and when the candidate(s) of that category become(s) available:

Provided that there shall be no carry forward of the vacancies in posts or class/category/group of posts in any cadre of service to which promotions are made on the basis of merit alone, under these regulations.

10. **Reservation of vacancies for Backward Classes and More Backward Classes.-** Reservation of vacancies for Backward Classes and More Backward Classes shall be

in accordance with the provisions of law in force at the time of direct recruitment. In the event of non-availability of eligible and suitable candidates amongst Backward Classes and More Backward Classes in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure.

11. **Reservation of vacancies for Economically Weaker Sections.-** Reservation of vacancies for Economically Weaker Sections shall be 10% in direct recruitment in addition to the existing reservation. In the event of non-availability of eligible and suitable candidate amongst Economically Weaker Sections in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure.

    Explanation: For the purpose of this regulation 'Economically Weaker Sections'shall be the persons who are bonafide resident of Rajasthan and not covered under the existing scheme of reservation for the Scheduled Castes, the Schedule Tribes, the Backward Classes, the More Backward Classes and whose family has gross annual income below rupees 8.00 lakh. Family for this purpose will include the person who seek benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years. The income shall include income from all sources i.e. salary, agriculture, business, profession etc. and it will be income for the financial year prior to the year of application.

12. **Reservation of vacancies for the Women:-**In direct recruitment, reservation of vacancies for women candidates shall be thirty percent category wise, out of which one third shall be for widows and divorced women candidates in the ratio of 80:20. In the event of non-availability of eligible and suitable candidates, either in widow or in divorcee in a particular year, the vacancies may first be filled by interchange, i.e. vacancies reserved for widows to the divorcees or vice versa. In the event of non-availability of sufficient widow and divorcee candidates, the unfilled vacancies shall be filled by other women of the same category and in the event of non-availability of eligible and suitable women candidates, the vacancies so reserved for them shall be filled up by male candidates of the category for which vacancy is reserved. The vacancy so reserved for women candidates shall not be carried forward to the subsequent year.The reservation for women including widows and divorcee women shall be treated as horizontal reservation with in the category, i.e. even the women selected in general merit of the category shall first be adjusted against the women quota.

    Explanation: In the case of widow, she will have to furnish a certificate of death of her husband from the Competent Authority and in case of divorcee, she will have to furnish the proof of divorce.

13. **Reservation of vacancies for the Outstanding Sports Persons:-**Reservation of vacancies for the Outstanding Sports Persons shall be 2 % of the total vacancies in Subordinate/Ministerial and Class IV services in that year, earmarked for direct

recruitment. In the event of non-availability of the eligible and suitable sports person(s) in a particular year, the vacancies so reserved for them shall be filled in accordance with the normal procedure and such vacancies shall not be carried forward to the subsequent year. The reservation for Sports Persons shall be treated as horizontal reservation and it shall be adjusted in the respective category to which the sportspersons belong.

Explanation: "Outstanding Sports Persons" shall mean Sportspersons who are bonafide resident of the State of Rajasthan, and,-

(i) represented Indian Team in individual or in team event in any international tournament/championship of any sports and games mentioned in column number 3 of table given below organized by the international sports body mentioned in column number 2 of the said table,-

S.No.	International Sports Body	Name of the Tournament/ Championship
1	2	3
1.	International Olympic Committee [IOC]	Olympic Games (Summer)
2.	Olympic Council of Asia [OCA)	Asian Games
3.	South Asian Olympic Council [SAOC]	South Asian Games, commonly known as SAF games
4.	Commonwealth Games Federation [CGF]	Commonwealth Games
5.	International Sports Federation affiliated to IOC	World Cup/ World Champion-ship
6.	Asian Sports Federation affiliated to OCA	Asian Championship
7.	International School Sports Federation [ISSF]	International School Games Championship
8.	Asian School Sports Federation [ASSF]	Asian School Games Championship

or

(ii) medal winner in the individual or in team event in any School National Games of any Sports and Games organized by the School Games Federation of India;

or

(iii) medal winner in the individual or in team event in any national tournament/championship of any Sports and Games organized by the Indian Olympic Association or its affiliated National Sports Federation [N.S.F.];

or

(iv) medal winner in the All India inter university in individual event or in team event in any sports and games, organized by the association of Indian Universities Association;

or

(v) represented Rajasthan in individual or in a team event in national games/national para games or national championship of any sports and games, organized by the Indian Olympic Association/Para Olympic Committee of India or its affiliated National Sports Federation.

14. **Nationality:** A candidate for appointment to the Service must be,:-

(a) a citizen of India; or

(b) a subject of Nepal; or

(c) a subject of Bhutan; or

(d) a Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India; or

(e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka and East African countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar) Zambia, Malawi, Zaire and Ethiopia with the intention of permanently settling in India:

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favor a certificate of eligibility has been issued by the Government in the Department of Home Affairs and Justice after proper verification.

15. **Conditions of eligibility of persons migrated from other countries to India.-** Notwithstanding anything contained in these regulations, provisions regarding eligibility for recruitment to the service with regard to nationality, age limit and fee or other concessions to a person who may migrate from other countries to India with the intention of permanently settling in India shall be regulated by such orders or instructions as may be issued by the Government, from time to time and the same shall be regulated *mutatis mutandi*s according to the instructions issued on the subject by the Government of India.

16. **Determination of vacancies:-**

(1) Subject to the provisions of these regulations,, the Appointing Authority shall determine on 1st April every year the actual number of vacancies occurring during the financial year.

(2) Where a post is to be filled in by a single method as prescribed in the Schedules, the vacancies so determined shall be filled in by that method.

(3) Where a post is to be filled in by more than one method as prescribed in Schedules, the apportionment of vacancies, determined under sub-regulation (1) above, to each such method shall be done maintaining the prescribed proportion for the overall number of posts already filled in. If any fraction of vacancies is

left over after apportionment of the vacancies in the manner prescribed above, the same shall be apportioned to the quota of various methods prescribed in a continuous cyclic order giving precedence to the promotion quota.

(4) The Appointing Authority shall also determine the vacancies of earlier years, year-wise which were required to be filled in by promotion, if such vacancies were not determined and filled earlier in the year in which they were required to be filled in.

17. **Age.-** A candidate for direct recruitment to the post(s) enumerated in Schedules must have attained the age of 18 years' and must not have attained the age of 40 years on the 1st day of January next following the last date fixed for receipt of applications:

Provided that.-

(i) The upper age limit mentioned above shall be relaxed by: -

(a)5 years' in the case of male candidates belonging to the Scheduled Castes, Scheduled Tribes, Backward Classes and More Backward Classes.

(b) 5 years' in the case of woman candidates belonging to the General category and Economically Weaker Sections ; and

(c)10 years' in the case of women candidates belonging to the Scheduled Castes, Scheduled Tribes, Backward Classes and More Backward Classes.

(ii) the upper age limit mentioned above shall not apply in the case of an ex–prisoner who had served under the Authority on a substantive basis on any post before his conviction and was eligible for appointment under these regulations;

(iii)in the case of other ex-prisoners the upper age limit mentioned above shall be relaxed by a period equal to the term of imprisonment served by him/her provided he/she was not over age before his conviction and was eligible for appointment under these Regulations;

(iv)the upper age limit mentioned above shall be relaxed by a period equal to the service rendered in the National Cadet Corps in the case of Cadet Instructors, if the resultant age does not exceed the prescribed minimum age limit by more than three years, such candidate shall be deemed to be within the prescribed age limit;

(v) the persons appointed temporarily to a post in the service shall be deemed to be within the age limit had they were within the age limit when they were initially appointed even though they have crossed the age limit when they appear finally before the Examination/Selection Committee or Appointing Authority, as the case may be and shall be allowed up to two chances had they been eligible as such at the time of their initial appointment;

(vi)the upper age limit for persons serving in connection with the affairs of the State, Panchayat Samities and Zila Parishads and in the State Public Sector Undertakings /Corporation in the substantive capacity shall be 40 years;

(vii) the Released Emergency Commissioned Officers and Short Service Commissioned Officers after released from the Army shall be deemed to be within the age limit, even though they have crossed the age-limit when they appear before the Examination / Selection Committee had they been eligible as such at the time of joining the commission in the Army;

(viii) there shall be no age limit in case of Persons repatriated from Pakistan during the 1971 Indo-Pak War;

(ix) that the upper age limit for the reservist namely the Defense personnel transferred to the reserve and the Ex-Service personnel shall be 50 years;

(x) there shall be no upper age limit in the case of widows and divorced women.

Explanation :- In the case of a widow, she will have to furnish a certificate of death of her husband from the Competent Authority and in the case of divorcee, she will have to furnish the proof of divorce.

(xi) if a candidate would have been entitled in respect of his/her age for direct recruitment in any year in which no such recruitment was held, he/ she shall be deemed to be eligible in the next following recruitment, if he/she is not overage by more than 3 years.

(xii) the person who was within the age limit on 31-12-2020 shall be deemed to be within the age limit up to 31-12-2024.

18. **Academic and technical qualifications and experience.-** A candidate for direct recruitment to the post specified in Schedules appended to these regulations, shall possess,-

(1) the qualifications and experience as laid down in column 5 of Schedules appended to these regulations, and

(2) working knowledge of Hindi written in Devanagari script and knowledge of Rajasthani Culture:

Provided that the person who has appeared or is appearing in the final year examination of the course which is the requisite educational qualification for the post as specified in Schedules appended to these Regulations for direct recruitment, shall be eligible to apply for the post but he/she shall have to submit the proof of having acquired the requisite educational qualification to the appropriate selection agency,-

(i) before appearing in the main examination, where selection is made through two stages of written examination and interview;

(ii) before appearing in interview where selection is made through written examination and interview; or

(iii) before appearing in the written examination or interview, where selection is made through only written examination or only interview, as the case may be.

19. **Character:-** The character of a candidate for direct recruitment to the service must be such as will qualify him/her for employment in the Service. He/she must produce

a certificate of good character from the Principal/Academic Officer of the University or College or School in which he was last educated and two such certificates, written not more than six months prior to the date of application, from two responsible persons not connected with his/her College or University or School and not related to him/her.

Note:(1) A conviction by a Court of law need not of itself involve the refusal of a certificate of good character. The circumstances of the conviction should be taken into account and if, they involve no moral turpitude or association with crimes of violence or with a movement which has as its object to overthrow by violent means of the Government as by law established, the mere conviction need not be regarded as a disqualification.

(2) Ex–prisoners, who by their disciplined life while in prison and by their subsequent good conduct have proved to be completely reformed, should not be discriminated against, on grounds of their previous conviction for the purposes of employment in the service. Those who are convicted of offences not involving moral turpitude shall be deemed to have been completely reformed on the production of a report to that effect from the Superintendent, After Care Home or if there are no such Homes in a particular District, from the Superintendent of Police of that District.

(3)Those convicted of offences involving moral turpitude shall be required to produce a certificate from the Superintendent, After Care Home. if there is no such Home in particular district, from the Superintendent of Police of that district endorsed by the Inspector General of Prisons, to the effect that they are suitable for employment as they have proved to have been completely reformed by their disciplined life while in prison and by their subsequent good conduct in an After Care Home.

20. **Physical Fitness.-**

(1) A candidate for direct recruitment to the Service, must be in good mental and bodily health and free from any mental and physical defect likely to interface with the efficient performance of his duties as a member of the Service and if selected, must produce a certificate to that effect from the Superintendent, S.M.S. Hospital, Jaipur or from Medical Authority notified by the Commissioner, J.D.A., for the purpose. The Appointing Authority may dispense with production of such certificate in the case of a candidate who is already serving in connection with the affairs of the Authority, if he has already been medically examined for the previous appointment and the essential standards of Medical Examination of the two posts held by him are held to be comparable for efficient performance of duties of the new post and his/her age has not reduced his/her efficiency for the purpose.

(2) The status and procedure of Medical examination shall be the same as prescribed by the Government from time to time.

(3) Fee for the aforementioned medical examination be borne by the candidate at the rate as prescribed by the Government/Commissioner from time to time.

21. **Employment of irregular or improper means.-** A candidate who is or has been declared by the Appointing Authority, guilty of impersonation or of submitting fabricated documents or document which have been tampered with or of making statements which are incorrect or false or of suppressing material information or of using or attempting to use unfair means in the examination or interview or otherwise resorting to any other irregular or improper means whatsoever for obtaining admission to the examination or interview, may in addition to rendering himself/herself liable to criminal prosecution, be debarred either permanently or for a specified period from employment under the Authority.

22. **Canvassing.-** No recommendation for direct recruitment either written or oral, other than that required under these regulations, shall be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his/her candidature by any means may disqualify him/her for recruitment.

PART-IV

PROCEDURE FOR DIRECT RECRUITMENT

23. **Competitive examination, authority for conducting examination and syllabus of examination.-** The Secretary or any other officer/agency authorized by Executive Committee shall be the authority as Examination/Selection Agency for conducting the competitive examination/Selection. Examination/Selection Agency shall conduct the competitive examination in accordance with the scheme and syllabus as prescribed by the Executive committee from time to time .

24. **Inviting of applications.-**

(1) Application for direct recruitment to posts in the service, shall be invited by Examination/Selection Agency or the Appointing authority, as the case may be, by advertising the vacancies to be filled in, in the Official Gazette or in such other manner, as may be deemed fit. The advertisement shall contain a clause that a candidate who accepts the assignment on the post being offered to him/her shall be paid monthly fixed remuneration at the rate fixed by the Authority, from time to time, during the period of probation and the pay in the Level of Pay Matrix of the post as shown else-where in the Advertisement shall be allowed only from the date of successful completion of the period of probation mentioned in these regulations:

Provided that while selecting candidates for the vacancies so advertised, the Examination/Selection Agency or the appointing authority, as the case may be, may, if intimation of additional requirement not exceeding fifty percent of

the advertised vacancies, is received by them before the selection also select suitable persons to meet such additional requirement.

(2) Subject to the provisions of these regulations, the Examination/Selection Agency or the Appointing Authority, as the case may be, may issue, along with the notice or in such other manner as they may deem fit, such instructions for the guidance of the candidates, as they may deem necessary, giving information, among and on the following details:-

(i) Number of vacancies to be filled by direct recruitment, indicating the number of vacancies reserved for candidates of Scheduled Castes, Scheduled Tribes, Backward Classes, More Backward Classes, Economic Weaker Section and women etc.;

(ii) Date of submission of application for permission to appear at the examination and the method of submission;

(iii) Qualifications required for candidates and methods by which these qualifications shall be established;

(iv) Date and Place of examination; and

(v) Syllabus of examination.

25. **Form of Application and admission to the examination.-**

(1) The application shall be made in the form approved by the Examination/Selection Agency or the Appointing Authority, as the case may be, obtainable from the office of the Examination/Selection Agency or the appointing authority, as the case may be, on payment of such fee as the Examination/Selection Agency or the Appointing Authority may, from time to time fix.

(2) Before appearing in the examination, the candidate should ensure his/her eligibility in respect of age, educational/professional qualifications, experience. etc. as provided in the regulations. Being allowed to take the examination/ interview shall not entitle the candidate to presumption of eligibility. The Examination/Selection Agency or the Appointing Authority, as the case may be, shall scrutinize later on the applications of such candidates only as they find suitable for appointment, before preparing the list under regulation 28.

(3) The decision of the the Examination/Selection Agency or the Appointing authority, as the case may be, as to the eligibility or otherwise of a candidate for admission to the examination/interview shall be final.

26. **Application Fee.-**

(1) A candidate for direct recruitment to a post in the Service shall pay the fee, fixed by the Examination/Selection Agency or the Appointing Authority from time to time in such manner as may be indicated by them/it.

(2) No claim for refund of the examination fee shall be entertained nor the fee shall be held in reserve for any other examination, except when the advertisement is

cancelled for any reason by the Examination/Selection Agency or the Appointing Authority, as the case may be in which case an amount, as fixed by the Examination/Selection Agency or the Appointing authority, as the case may be, shall be deducted before the refund is made.

27. Scrutiny of Applications and examinations.-

(1) The applications received by the Examination Agency/Selection Committee or the Appointing Authority which are found to be incomplete shall be rejected by them. Before appearing in the examination, it should be ensured by the candidate himself/ herself that he/she fulfils the conditions in regard to age, educational qualifications, experience, if any, etc. as provided in these regulations. Being allowed to take the examination shall not entitle the candidate to presumption of eligibility. The Examination Agency/Selection Committee or the Appointing Authority shall scrutinize later on the applications of such candidates only as qualify in the written examination and shall call only the eligible candidates for interview.

(2) The candidates shall have to appear in the written examination and the candidates who obtained such marks as may be fixed by the Examination Agency/Selection Committee or the Appointing Authority in their discretion shall be summened by the Examination Agency/Selection Committee or the Appointing Authority for interview. The candidates summened by the Examination Agency/Selection Committee or the Appointing Authority for interview shall have to appear in interview. The allocation of marks for interview shall not be more than 10% of the total marks taken into account for the purpose of selection.

(3) The Scheme and Syllabus of written examination shall be such as may be decided by the Authority, from time to time.

(4) The decision of the Examination Agency/Selection Committee or the Appointing Authority regarding eligibility or otherwise of a candidate shall be final.

28. **Recommendation of the Examination/Selection Agency or the Appointing Authority.-** The Examination/Selection Agency or the appointing authority, as the case may be, shall prepare a list of the candidates whom they consider suitable for appointment to the post concerned, arrange their names in the order of merit on the basis of marks obtained in the written examination/interview and forward the same to the Authority or the Appointing Authority as the case may be. The Examination/ Selection Agency or the appointing authority, as the case may be, shall not recommend any candidate who has failed to obtain a minimum of 40% marks in each of the papers of the competitive examination. Promotion Committees constituted under Regulation 32 shall act as the Selection Committee. The Chairman may co-opt one or more specialist :

Provided that,-

(1)The percent fixed as above shall be relaxed by 5% for the candidates belonging to the Scheduled Castes and Scheduled Tribes.

(2)The Examination/Selection Agency or the appointing authority, as the case may be, may also, to the extent of fifty percent of the advertised vacancies, keep names of suitable candidates on the reserve list. The Examination/Selection Agency, as the case may be, may on requisition, recommend such names in order of merit to the Appointing Authority within six months from the date on which the original list is forwarded by the Examination/Selection Agency to the Authority or Appointing Authority, as the case may be.

29. **Recruitment by the Board.-** Notwithstanding anything contained in this chapter if recruitment of any post included in the service is assigned to the Board by the Authority under the Rajasthan Service Selection Board Regulations, 2014, the Board shall invite the applications and select the candidates.

30. **Disqualification for appointment :-**

(1) No candidate, who has more than one spouse living shall be eligible for appointment to the service unless the Authority, after being satisfied that there are special grounds permissible under the personal law for doing so, exempt any candidate from operation of this regulation.

(2) No candidate who is married to a person having already a spouse living shall be eligible for appointment to the service unless the Authority, after being satisfied that there are special grounds for doing so, exempt any candidate from the operation of this regulation.

(3) No married candidate shall be eligible for appointment to the service if he/ she had, at the time of marriage or at any time there after, accepted any dowry.

Explanation: For the purpose of this regulation, Dowry has the same meaning as in the Dowry Prohibition Act, 1961 (Central Act No. 28 of 1961).

(4) No candidate shall be eligible for appointment to the service who has more than two children on or after 1.6.2002.

Provided that,-

(i) the candidate having more than two children shall not be deemed to be disqualified for appointment so long as the number of children he/she has on 1st June, 2002, does not increase.

(ii) where a candidate has only one child from earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.

(iii) the provision of above sub-regulations shall not be applicable to the appointment of a widow under regulations 7 of these regulations regarding Compassionate Appointment of Dependents of Deceased employees.

(iv) while counting the total number of children of a candidate, the child born from earlier delivery and having disability shall not be counted.

(v) any candidate who performed re-marriage, which is not against any law, and before such re-marriage he/she is not disqualified for appointment under this sub-regulation, he/she shall not be disqualified if any child is born out of single delivery from such re-marriage.

31. **Selection by the Appointing Authority**.- Subject to the provisions of regulations 9,10,11, 12 and 13, the Appointing Authority shall select candidates in the order of merit in the list prepared under regulation 28:

Provided that inclusion of a candidate's name in the list confers no right to appointment unless the Appointing Authority is satisfied after such inquiry as may be considered necessary that such candidates is suitable in all other respects for appointment to the post concerned.

PART-V

PROCEDURE FOR RECRUITMENT BY PROMOTION

32. **Constitution of the Committee:** The constitution of the Committee shall be as under :-

(a) **For post(s) falling under Class I Service:**

1.	Additional Chief Secretary or Principal Secretary or Secretary to the Government in the Department of U.D.H.	Chairman
2.	Commissioner, J.D.A., Jaipur	Member
3.	Joint Secretary to the Government in the Department of U.D.H.	Member Secretary

(b) **For post(s) falling under Class II Service:**

1.	Commissioner, J.D.A., Jaipur	Chairman
2.	Principal Secretary or Secretary to the Government, in the Department of U.D.H. or his representative not below the rank of Joint Secretary.	Member
3.	Secretary, J.D.A., Jaipur	Member Secretary

(c) For **post(s) falling under Class III Service:**

1.	Secretary, J.D.A., Jaipur	Chairman
2.	Person nominated by the Department of U.D.H.	Member

3.	Deputy Commissioner (admn.), J.D.A., Jaipur	Member Secretary

Provided that in case any Member or Member-Secretary, as the case may be, constituting the committee has not been appointed to the post concerned, the officer holding charge of the post for the time being shall be the Member or Member-Secretary, as the case may be, of the Committee.

33. **Criteria, Eligibility and Procedure for Promotion :**

(1) As soon as the Appointing Authority determines the number of vacancies under regulation 16 of these regulations and decides that a certain number of posts are required to be filled in by promotion, it shall, subject to the provisions of sub- regulation (6), prepare a correct and complete list of the senior most persons who are eligible and qualified under these regulations for promotion on the basis of seniority cum merit or on the basis of merit to the class of post concerned.

(2) The persons enumerated in column No.6 of Schedules shall be eligible for promotion to posts specified against them in column No.2 thereof to the extent indicated in column No.4 subject to their possessing minimum qualifications and experience, on the first day of the month of April of the year of selection as specified in column 7.

(3) No person shall be considered for first promotion in the service unless he/she is regularly selected on the post from which promotion is to be made in accordance with one of the methods of recruitment prescribed under the provisions of these regulations.

Explanation:- In case direct recruitment to a post has been made earlier than regular selection by promotion in a particular year, such of the persons who are or were eligible for appointment to that post by both the methods of recruitment and have been appointed by direct recruitment first, shall also be considered for promotion.

(4) No person shall be considered for promotion for three recruitment years from the date on which his promotion becomes due, if he/she has more than two children on or after 1stJune,2002:

Provided that,-

(i) the person having more than two children shall not be deemed to be disqualified for promotion so long as the number of children he/she has on 1 June,2002, does not increase.

(ii) where a person has only one child from the earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.

(iii) while counting the total number of children of a person, the child born from earlier delivery and having disability shall not be counted.

(iv) any person who performed remarriage which is not against any law, and before such remarriage not disqualified for promotion under this sub-regulation, he shall not be disqualified if any child is born out of single delivery from such remarriage.

(5) Selection for promotion on the post included in the service shall be made on the basis of seniority-cum-merit:

Provided that promotion on the highest post in the Class I Service, if it is at least third promotion shall be made on the basis of merit alone.

Provided further that if the Committee is satisfied that suitable persons are not available for selection by promotion to the highest post(s) strictly on the basis of merit in a particular year, selection by promotion to the highest post(s) on the basis of seniority-cum-merit may be made in the same manner as specified in these regulations.

(6) (i) The Zone of consideration of persons eligible for promotion shall be as under :-

Number of vacancies	-	**Number of eligible persons to be considered**
(a) for one vacancy	-	five eligible persons
(b) for two vacancies	-	eight eligible persons
(c) for three vacancies	-	ten eligible persons
(d) for four or more vacancies	-	three times, the number of vacancies.

(ii) Where the number of eligible persons for promotion to higher post is less than the number specified above, all the persons so eligible shall be considered.

(iii) Where adequate number of the candidates belonging to the Scheduled Castes or the Scheduled Tribes, as the case may be, are not available within the zone of consideration as specified above, the zone of consideration may be extended to seven times the number of vacancies and the candidates belonging to the Scheduled castes or the Scheduled Tribes, as the case may be, (and not any other) coming within the extended zone of consideration shall also be considered against the vacancies reserved for them.

(iv) For any post in the service, except otherwise provided in the schedules appended to these regulations:-

(a) if promotion is from different categories of the posts in the same pay level in Pay Matrix, eligible persons up to two in number from each category of posts in the same Level in Pay Matrix shall be considered for promotion;

(b) if promotion is from more than one categories of posts carrying different Level of Pay Matrix, eligible persons in the higher Level of Pay Matrix shall be considered for promotion first and if no suitable person is available for promotion on the basis of merit or seniority cum merit, as the case may be, in the higher Level of Pay Matrix then only the eligible persons of other categories of posts in lower Level of Pay Matrix shall be considered for promotion and so on and so forth. The zone of consideration for eligibility in this case shall be limited to five senior most eligible persons in all.

(7) Except as otherwise expressly provided in this regulation, the conditions of eligibility for promotion and procedure for selection shall be the same as prescribed elsewhere in these regulations.

(8) The Committee shall consider the cases of all the senior most persons who are eligible and qualified for promotion to the class of post(s) concerned under these regulations and shall prepare a list containing names of the persons found suitable on the basis of seniority-cum-merit or merit, as the case may be, as per the criteria for promotion laid down in these regulations, equal to the number of vacancies determined under these regulations. The list so prepared on the basis of seniority-cum-merit and / or on the basis of merit, as the case may be, shall be arranged in the order of seniority in the category of post(s) from which selection is made.

(9) The Committee may also prepare a separate list on the basis of seniority-cum-merit and/or on the basis of merit, as the case may be, as per the criteria for promotion laid down in these regulations, containing names of persons selected in the list prepared under sub-rule (8) above to fill temporary or permanent vacancies which may occur subsequently. The list so prepared on the basis of seniority-cum-merit or on the basis of merit, as the case may be, shall be arranged in the order of seniority in the category of posts from which selection is made. Such a list shall be reviewed and revised by the Committee that meets in the subsequent year and that such list shall remain in force till the end of the last day of the year for which the meeting of the Departmental Promotion Committee is held.

(10) Lists prepared under sub-regulations (8) and (9) shall be sent to the Appointing Authority together with Annual Performance Appraisal Reports and other Service Records of all the candidates included in the lists as also of those not selected, if any.

Explanation : For the purpose of selection for promotion on the basis of merit, no person shall be selected if he/she does not have "Outstanding" or "Very Good" records of at least four out of seven years preceding the year for which the meeting of the Committee is held.

(11) If in any subsequent year, after promulgation of these regulations, vacancies relating to any earlier year are determined under these regulations, which were required to be filled in by promotion, the Committee shall consider the case of all such persons who would have been eligible in the year to which the vacancies relate irrespective of the year in which the meeting of the Committee is held and such promotion shall be governed by the criteria and procedure for promotion as was applicable in the particular year to which the vacancies relate and the service/experience of an incumbent who has been so promoted, for promotion to higher post for any period during which he has not actually performed the duties of the post to which he would have been promoted, shall be counted. The pay of a person who has been so promoted shall be re – fixed at the pay which he would have derived at the time of his promotion but no arrears of pay shall be allowed to him.

(12) The Government or the Authority as the case may be, may order for the review of the proceedings of the Committee held earlier on account of some mistake or error apparent on the face of record, or on account of a factual error substantially affecting the decision of the Committee or for any other sufficient reasons e.g. change in seniority, wrong determination of vacancies, judgment/direction of any Court or Tribunal, or where adverse entries in the Annual Performance Appraisal Report of an individual are expunged or toned down or a punishment inflicted on him/her is set aside or reduced. The concurrence of the Government shall always be obtained before holding the meeting of the review Committee.

(13) Appointments shall be made by the Appointing Authority taking persons out of the lists prepared under preceding sub –regulations (9) in the order in which they have been placed in the lists, till such lists are exhausted or reviewed and revised or remain in force, as the case may be.

(14) The Authority may issue instructions for provisionally dealing with promotions, appointments or other ancillary matters in an equitable and fair manner of persons who may be under suspension, or against whom departmental proceedings is under progress, at the time promotions are considered to a post to which they are eligible or would have been eligible but for such suspension or pendency of such enquiry or proceedings.

(15) The provisions of this regulation shall have effect notwithstanding anything to the contrary elsewhere in any provision of these regulations.

34. **Restriction of promotion of persons foregoing promotions**.- In case a person on his appointment by promotion to the next higher post either on the basis of urgent temporary appointment or on regular basis on the recommendations of the Committee, foregoes such an appointment through his/her written request, and if the concerned Appointing Authority accepts his/her request, the person concerned shall be debarred from consideration for promotion (both on the basis of urgent temporary appointment or on regular basis) for subsequent two recruitment years for which the

Committee is held and the name of such person who foregoes promotion shall not be included in the seniority –cum-eligibility list to be placed before the Committee for subsequent two recruitment years.

PART-VI

APPOINTMENT, PROBATION AND CONFIRMATION

35. **Appointment to the Service.-** Appointment to the post(s) in the service by direct recruitment or by promotion, as the case may be, shall be made by the Appointing Authority on occurrence of substantive vacancies from the candidates selected under regulation 31, in the order of merit and by promotion from the persons selected under regulation 33.

36. **Urgent Temporary appointment :**

(1) A vacancy in the service which can not be filled in immediately either by direct recruitment or by promotion under these regulations may be filled in by the Government or by the authority competent to make appointment, as the case may be, by appointing in an officiating capacity thereto an officer eligible for appointment to the post by promotion or by appointing temporarily thereto a person eligible for direct recruitment to the service, where such direct recruitment has been provided under the provisions of these regulations:

Provided that:-

(i) such an appointment will not be continued beyond a period of one year without referring the case to the next higher authority and where the Commissioner is the Appointing Authority, to the Executive Committee for concurrence, and shall be terminated immediately on its refusal to concur.

(ii) In respect service or a post in the service for which both the methods of recruitment have been prescribed, the Government or the Authority competent to make appointment, as the case may be, shall not, save with the specific permission of the Government in the U.D.H. & Town Planning Department and Executive Committee in respect of other services, fill the temporary vacancy against the direct recruitment quota by a whole time appointment for a period exceeding three months, otherwise than out of person eligible for direct recruitment and after a short term advertisement.

(2) In the event of non-availability of suitable persons, fulfilling the requirements of eligibility for promotion, Authority may, notwithstanding the condition of eligibility for promotion required under sub-regulations (1) above, lay down general instructions for grant of permission to fill the vacancies on urgent temporary basis subject to such conditions and restrictions regarding pay and other allowances as it may direct. Such appointments, shall however be

subject to concurrence of the Competent Authority as required under the said sub-regulation (1) above..

37. **Period of Probation:-**

(1) A person entering the service by direct recruitment against a clear vacancy shall be placed as the Probationer-trainee for a period of two years:

Provided that any period after such appointment during which a person has been on deputation on a corresponding or higher post shall count towards the period of probation.

(2)During the period of probation specified in sub regulations (1), each probationer trainee may be required to pass such Departmental Examination and to undergo such training as the Authority may, from time to time, specify.

38. **Unsatisfactory progress during probation.-** If it appears to the Appointing Authority, at any time, during or at the end of the period of probation, that services of a probationer trainee are not found to be satisfactory, the Appointing Authority may revert him/her to the post on which he/she is regularly selected immediately preceding his/her appointment as probationer-trainee or in other cases may discharge or terminate him/her from service. The Appointing Authority shall accord appropriate opportunity to the probationer-trainee before final orders are passed in this respect:

Provided that the Appointing Authority may, if it so thinks fit in any case or class of cases, extend the period of probation of any probationer-trainee by a specified period not exceeding one year.

39. **Confirmation.**-A person placed on probation under rule 37 shall be confirmed in his/ her appointment at end of his/ her period of probation, if,-

(a) he/she has passed the Departmental Examination and has successfully undergone such training, as the Authority may, from time to time specify;

(b) he/she has passed a Departmental Test of proficiency in Hindi; and

(c) the Appointing Authority is satisfied that his/her integrity is unquestionable and that he/she is otherwise fit for confirmation.

40. **Confirmation in certain cases :-**

(1) Notwithstanding anything to the contrary contained in the preceding regulation, a person appointed to a post in the service temporarily or on officiating basis, who, after regular recruitment by any one of the methods of recruitment prescribed under these regulations, has not been confirmed within a period of six months after satisfactory completion of the period of probation of two years service in case he/she is appointed by direct recruitment or within a period of one year's service in case he/she is appointed by promotion, shall be entitled to be treated as confirmed in accordance with his/her seniority, if,-

(i) he / she has worked on the post or higher post under the same Appointing Authority or would have so worked but for his/her deputation or training;

(ii) he/she fulfils conditions as are prescribed under regulations relating to confirmation subject to the quota prescribed under these regulations; and

(iii) permanent vacancy is available in the Authority.

(2) If an employee referred to in sub regulation (1) above fails to fulfill the conditions mentioned in the said sub-regulation (1) above may be extended as prescribed for probationer-trainee under these regulations or by one year, whichever is longer. If the employee still fails to fulfill the conditions mentioned in sub-regulation (1) above, he/she will be liable to be discharged or terminated from such post in the same manner as a probationer or reverted to his substantive or lower post, if any, to which he/she may be entitled.

(3) The employee referred to in sub-regulation (1) above, shall not be debarred from confirmation after the said period of service if no reasons to the contrary about the satisfactory performance of his work are communicated to him within the said period of service.

(4) The reasons for not confirming of any employee referred to in sub-regulations (1) above shall be recorded by the Appointing Authority in his Service Book and Annual Performance Appraisal Report.

Explanation:

(i) Regular recruitment for the purpose of this regulation shall mean,-

(a) appointment by either method of recruitment or an initial constitution of service in accordance with the regulation 5;

(b) appointment by transfer after regular recruitment where the Service Regulations specifically permit;

(c) person who have been made eligible for substantive appointment to a post under the regulation shall be treated as having been regularly recruited;

Provided that it shall not include urgent temporary appointment or officiating promotion, which is subject to review and revision.

(ii) Persons who hold lien on another cadre shall be eligible to be confirmed under this regulation and they will be eligible to exercise an option whether they do not elect to be confirmed on the expiry of two years of their temporary appointment under this regulation. In the absence of any option to the contrary, they shall be deemed to have exercised option in favor of confirmation under this regulation and their lien on the previous post shall cease.

41. **Seniority: -** Seniority of persons appointed to the post encadred in the service shall be determined from the date of appointment on the post after regular selection in

accordance with the provisions of these regulations. Appointment on ad hoc or urgent temporary basis shall not be deemed to be appointment after regular selection:

Provided that :-

(i) the inter-se seniority of persons appointed to a post in a particular category by direct recruitment on the basis of one and the same selection, except those who do not join Service when a post is offered to them, within a period of six weeks from the date of issue of order or longer, if extended by the Appointing Authority, shall follow the order in which their names have been placed in the list prepared by the Examination/Selection Committee or the Appointing Authority, as the case may be, under Regulation 27;

(ii) if two or more persons as appointed to the service during the same year, a person appointed by promotion shall be senior to a person appointed by direct recruitment;

(iii) the persons selected and appointed as a result of a selection, which is not subject to review and revision, shall rank senior to the persons who are selected and appointed as a result of subsequent selection;

(iv) the seniority inter-se of persons selected on the basis of seniority cum merit and on the basis of merit in the same selection shall be the same as in the next below grade;

(v) reservation for Scheduled Castes and Scheduled Tribes employees, with consequential seniority, shall continue till the roster points are exhausted, and adequacy of promotion is achieved. Once the roster points are complete the theory of replacement shall thereafter be exercised in promotion whenever vacancies earmarked for Scheduled Castes / Scheduled Tribes employees occur.

Explanation: "Adequate representation" means 16% representation of the Scheduled Castes and 12% representation of the Scheduled Tribes in accordance with the roster point.

42. **Appointment of other Officers.-** In the event of non-availability of eligible persons of the Authority, the Authority may appoint persons on deputation, initially for two years which may be extended for one year. However, if the performance of an officer appointed on deputation is not found satisfactorily he/she may be sent back to his/ her parent organization before expiry of deputation period.

PART-VII

PAY

43. **Scale of Pay.-**The scale of monthly pay of a person appointed to a post in the service shall be such as may be admissible under the regulations/rules referred to in Regulation 45 or as may be sanctioned by the Authority from time to time.

44. **Pay during probation.-** A probationer trainee appointed to the service by direct recruitment, shall be paid monthly fixed remuneration during the period of probation at such rates as may be fixed by the Authority, from time to time:

Provided that an employee having been regularly selected as per provisions of recruitment regulations in the Authority service may be allowed emoluments in his/her own pay scale in the existing pay scale of the post during service as probationer trainee or fixed remuneration of the new post, whichever is advantageous to him/her.

45. **Rules and Regulations of Pay, Leave, Allowances, Pension, Contributory Pension etc.-** Except as provided in these regulations, the pay, allowances, pension/contributory Pension, leave and other conditions of service of the members of the service shall be regulated by,-

(i) the Rajasthan Service Rules, 1951, as amended from time to time

(ii) the Jaipur Development Authority Services (Classification, Control and Appeal) Regulations, 1984, as amended from time to time;

(iii) the Rajasthan Traveling Allowance Regulations, 1971, as amended from time to time;

(iv) the Jaipur Development Authority employees (Conduct) Regulations, 1983, as amended from time to time;

(v) the Jaipur Development Authority employees (Pension) Regulations, 1990, as amended from time to time;

(vi) the Jaipur Development Authority (General terms and Condition of Transfer of Officers and Employees)

(vii) the Rajasthan Civil Services (Revised Pay Scales) Regulations, 1998, as amended from time to time;

(viii) the Rajasthan Civil Services (Contributory Pension) Regulations, 2005, as amended from time to time;

(ix) the Rajasthan Civil Services (Revised Pay) Regulations, 2008, as amended from time to time,

(x) the Rajasthan Civil Services (Revised Pay) Regulations, 2017, as amended from time to time,

(xi) any other Regulations prescribed general conditions of service made by the Authority under Section 96 read with Section 9 of the Jaipur Development Authority Act, 1982 (Act No. 25 of 1982), and

(xii) any other Rules/Regulations prescribing general conditions of service made by the Appropriate Authority under the proviso to Article 309 of the Constitution of India as adopted by the J.D.A. and for the time being in force.

PART-VIII

MISCELLANEOUS

46. **Removal of Doubts.-** If any doubt arises relating to the application, interpretation and scope of these regulations, it shall be referred to the Government in the Department of Personnel whose decision thereon shall be final.

47. **Repeal.-**The Jaipur Development Authority Employees (Recruitment & Promotions) Regulations, 1984 and all regulations and orders in relation to matters covered by these regulations and in force immediately before the commencement of these regulations are hereby repealed.

    Provided that any action taken under the regulations and orders so repealed shall be deemed to have been taken under the provisions of these regulations.

48. **Power to relax regulations.-** In exceptional cases where the Government, in the case of Class I Service and Commissioner in other services is satisfied that operation of the regulations relating to age or regarding requirement of experience for recruitment causes undue hardship in any particular case or where the J.D.A. is of the opinion that it is necessary or expedient to relax any of the provisions of these regulations with respect to age or experience of any person, it may, with the concurrence of the Government or Executive Committee, as the case may be, by order dispense with or relax the relevant provisions of these regulations to such extent and subject to such conditions as it may consider necessary for dealing with the case in a just and equitable manner:

    Provided that –

    (i) such relaxation shall not be less favorable than the provisions already contained in these regulations;

    (ii) relaxation in the prescribed period of service or experience under this regulation shall only be granted to the extent of 1/3 period of the service or experience prescribed for promotion to any post before holding the meeting of the Committee;

    (iii) where the prescribed period of experience for promotion to any post is less than 6 years, a committee constituted by the Executive Committee may consider the cases where forty five percent or more posts are vacant. The committee is empowered to suggest the quantum of relaxation in experience which may be granted in such cases to address the issue of large number of vacancies in promotional posts subject to condition that such relaxation in experience shall not be more than two years.

SCHEDULE – I- ADMINISTRATIVE SERVICE

S. No	Name of the Post	Method of Recruitment with percentage		Minimum qualifications experience for direct recruitment	Promotion	
		Direct Recruitment	Promotion		Post from which promotion is to be made	Minimum qualifications and experience required for promotion
1	2	3	4	5	6	7
CLASS I SERVICE						
1.	Joint Commissioner	-	100% Merit Cum seniority	-	Deputy Commissioner	5 years' experience on the post mentioned in Col.No. 6.
2.	Deputy Commissioner	-	100% seniority Cum Merit	-	75% from Assistant Commissioner / Executive Officer & 25% from Senior Private Secretary &Private Secretary Note :- if eligible candidate not available in any cadre, post can be fill up by eligible candidate of another cadre	Senior Private Secretary or 3 years' experience on the post of Assistant Commissioner 5 years' experience on the post of Private Secretary / Executive Officer
3.	Assistant Commissioner	-	100% seniority Cum Merit	-	Executive Officer	3 years' experience on the post mentioned in Col.No. 6.

CLASS II SERVICE						
4.	Executive Officer	-	100% seniority Cum Merit	-	Enforcement Officer/ Administrative Officer	3 years' experience on the post mentioned in Col.No. 6. or 25 years of service in ministerial cadre
SCHEDULE – II – ACCOUNTS SERVICE						
CLASS-ONE						
1.	Chief Accounts Officer	-	100%Merit Cum seniority	-	Senior Accounts Officer	5 years' experience on the post mentioned in Col.No. 6.
2.	Senior Accounts Officer	-	100%seniority Cum Merit	-	Accounts Officer	4 years' experience on the post mentioned in Col.No. 6.
SECOND CLASS						
3.	Accounts Officer	-	100% seniority Cum Merit	-	Assistant Accounts Officer	4 years' experience on the post mentioned in Col.No. 6.
4	Assistant Accounts Officer	-	100% seniority Cum Merit	-	Accountant	4 years' experience on the post mentioned in Col.No. 6.
5	Accountant	-	100% seniority Cum Merit	-	Junior Accountant	5 years' experience on the post mentioned in Col.No. 6.
6	Junior Accountant	50%	50% seniority Cum Merit	a degree in Arts, Science or Commerce of University established by Law in India or a Foreign University declared by the Government in consultation with the Commission to be equivalent with a degree of a	Sr. Assitant/Junior Assistant	**5 years experience for Senior Assistant and** 10 years experience as Junior Assistant with working knowledge of R.S.R. & G.F.A.R. of Govt.for which a

				University established by Law in India. **Note:-** For the purpose of the Schedule a degree in Arts or Science does not include a Degree in Agriculture, Medicine, Engineering, and Technology. "O" or Higher Level Certificate Course conducted by DOEACC under control of the Department of Electronics, Government of India. Or		Departmental Examination be conducted.
				Computer Operator & Programming Assistant (COPA)/Data Preparation and Computer Software (DPCS) certificate organized under the National/State Council of Vocational Training Scheme. Or Diploma in Computer Science/Computer Applications of a University established by Law in India or of an institution recognized by the Government Or Diploma in		

				Computer Science & Engineering from a polytechnic institution recognized by the Government. Or Rajasthan State Certificate Course in Information Technology (RS-CIT) conducted by Vardaman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited.		

SCHEDULE- III (ENGINEERING SERVICE)						
CLASS- I – SERVICE						
1.	Chief Engineer (Director, Engineering/ Projects)	-	100%	-	Additional Chief Engineer	-
2.	Additional Chief Engineer	-	100% seniority Cum Merit	-	Superintending Engineer	Must hold a degree in Civil/Mechanical/ Electrical Engineering of a University established by law in India or qualification declared equivalent thereto by Government with 3 year's experience on the post mentioned in column 6.

3.	Superintending Engineer	-	100% seniority Cum Merit	-	Executive Engineer	***Must hold a degree in Engineering (Civil/Mechanical/ Electrical) of a University established by law in India or a degree or Diploma of a foreign University or Institution declared by Government to be equivalent of a degree if a University established by law in India or A.M.I.E. (Civil/ Mechanical/Electrical) by passing the examination of Indian Institute of Engineers, with 5 years service as Executive Engineer in respective***

4.	Executive Engineer	-	100% seniority Cum Merit	-	Assistant Engineer	B,E. (Civil/Mechanical/Electrical or qualifications declared equivalent by Government with 5 years service as Assistant Engineer or if a Diploma holder from a recognized institution 15 years service as Assistant Engineer in respective branch,
5.	Assistant Engineer (Civil/ Mechanical/ Electrical)	50%	50% seniority Cum Merit (30% from Diploma Holder 20% Degree holder)	B.E in respective branch or qualification declared equivalent thereto by the Government.	Junior Engineer in respective branch,	B.E. or qualification declared equivalent in respective branch with 3 years as Junior Engineer, or Diploma in Engineering from an institution in respective branch with 10 years experience as Junior Engineer in respective branch,
CLASS – III - SERVICE						
6.	Junior Engineer (Degree Holder) Civil/Mechanical/ Electrical	100%	-	Degree in Engineering in respective branch from a University established by Law in India or qualification equivalent thereto declared by the Government.	-	–

7	Junior Engineer (Diploma holder) Civil/Mechanical/ electrical	100%	-	Diploma in respective branch in Engineering from a recognized Institution or Diploma in respective branch of engineering recognized by the Institution of Engineers for the purpose of exemption from studentship examination.	-	–
8	Supervisor (Electrical)	-	100% seniority Cum Merit	-	Electrician/ Wireman Grade- I	(I) Minimum 3 years' experience for I.T.I. certificate from recognized institution. (II) Minimum 5 years' experience for Secondary/Sr. Secondary, Electrician/ Wiremen Grade-I, and (III) Minimum 10 years' experience for non-Secondary/Sr. Secondary, but literate Electrician/ Wiremen Grade-I
9.	Supervisor (Civil)	-	100% seniority Cum Merit	-	Mistry Grade-I	5 years' experience on the post mentioned in Col.No. 6.
10.	Supervisor (PHE)	-	100% seniority Cum Merit	-	Pump Driver/Fitter Grade-I	5 years' experience on the post mentioned in Col.No. 6.
11.	Mistry Grade-I	-	100% seniority Cum Merit	-	Mistry Grade-II	5 years' experience on the post mentioned in Col.No. 6.

12.	Pump Operator Grade-I	-	100% seniority Cum Merit	-	Pump Operator Grade-II	5 years' experience on the post mentioned in Col.No. 6.
13.	Senior Carpenter	--	100% seniority Cum Merit	-	Carpenter	5 years' experience on the post mentioned in Col.No. 6.
14.	Mistry Grade-II	-	100% seniority Cum Merit	-	Engineering Helper/ Skilled Helper/ Jamadar (Mate)	5 years' experience on the post mentioned in Col.No. 6.

SCHEDULE – IV – TOWN PLANNING SERVICE						
CLASS – I – SERVICE						
1.	Additional Chief Town Planner	-	100% Merit Cum seniority	-	Senior Town Planner	***5*** years' experience on the post mentioned in Col.No. 6.
2.	Senior Town Planner	-	100% seniority Cum Merit	-	Deputy Town Planer	***5*** years' experience on the post mentioned in Col.No. 6.
3.	Deputy Town Planner	-	100% seniority Cum Merit	-	Assistant Town Planner	***5*** years' experience on the post mentioned in Col.No. 6.

CLASS- II - SERVICE

3 (a)	Assistant Town Planner	75%	25% seniority Cum Merit	1. Degree in Architecture 2. Degree/Diploma in Town Planning/City Planning/Regional Planning from a recognized Indian or Foreign Institute. Associate of institute of Town Planning (India)	Town Planning `Assistant	***5*** years' experience on the post mentioned in Col.No. 6.

3(b)	Assistant Town Planner (Land Scrape)	100%	-	Degree in Architecture (5 years course or equivalent) and PG Degree or Diploma in Land Scrape Architecture (or its equivalent from a recognized Institution.	-	-
3(c)	Assistant Town Planner (Transportation)	100%		1. Degree in Architecture(5 years course or Degree in Engineering (5 years antegraded Course) And 2.Degree/Diploma in Town Planning/City Planning/Regional Planning from a recognized Indian or Foreign Institute OR Specialization in Transportation and Parivahan	-	-

CLASS - III – SERVICE

4	Town Planning Assistant	50%	50% seniority Cum Merit	Intermediate in Architect or Diploma in Archite-ctural Assistantship (3 years' course) from a recognized institution OR Polytechnic Diploma in Civil Draftsmanship and 1years' working experience as a Draftsman in the office of Town Planner/ Architect OR Certificate of Draftsman (Civil) from National Council of Vocational Trade and 3 years working experience as a Draftsman in the office of Town Planner/ Architect	Senior Draftsman	**4** years' experience on the post mentioned in Col.No. 6.

5	Senior Draftsman	50%	50% seniority Cum Merit	Intermediate in Architect or Diploma in Architectural Assistantship (3 years' course) from a recognized institutionand 2 years working experience as a Draftsman in the office of Town Planner/ Architect OR Polytechnic Diploma in Civil Draftsmanship and 3years working experience as a Draftsman in the office of Town Planner/ Architect OR Certificate of Draftsman (Civil) from National Council of Vocational Trade and 5 years working experience as a Draftsman in the office of Town Planner/ Architect	Junior Draftsman	***4*** years' experience on the post mentioned in Col.No. 6.
6	Junior Draftsman	90%	10% seniority Cum Merit	Polytechnic Diploma in Civil Draftsmanship OR Certificate of Draftsman (Civil) from National Council of Vocational Trade and 2 years working experience as a Tracer in the office of Town Planner/ Architect	Tracer	Senior Secondary Exam Passed with 3 years experience on the post of Tracer.
7	Tracer/ Surveyor	-	100% seniority Cum Merit	_	Ferro-men	Senior Secondary with Drawing and 3 years experience on the post of Ferro men

SCHEDULE – V – LEGAL SERVICE
CLASS- I – SERVICE

1.	Joint Director (Law)	-	100% Merit Cum seniority	-	Deputy Director (Law)	5 years experience on the post mentioned in column No. 6.
2.	Deputy Director (Law)	-	100% seniority Cum Merit	-	Assistant Director (Law)	5 years experience on the post mentioned in column No. 6.
CLASS – II – SERVICE						
3.	Assistant Director (Law)	-	100% seniority Cum Merit	-	Sr. Legal officer	5 years experience on the post mentioned in column No. 6.
CLASS – III – SERVICE						
4	Sr. legal officer	-	100% seniority Cum Merit		Junior legal officer	5 years experience on the post mentioned in column No. 6.
5	Junior legal officer	50%	50% seniority Cum Merit	Degree in Law from a University established by Law in India or its equivalent declared by the Govt.	Assistant Administrative officer/munsrim	Degree in Law from a University established by Law in India or its equivalent declared by the Govt.and5 years experience on the post mentioned in column No. 6.
6	Munsrim	-	100% seniority Cum Merit	-	Reader (Judicial Tribunal)	5 years experience on the post mentioned in column No. 6.
7	Reader (JudicialTribunal)	-	-	-	-	Inter-changeable with assistant administrative officer in ministerial cadre
8	Reader (Chief Judicial Magistrate Court	-	-	-	-	Inter-changeable with assistant administrative officer in ministerial cadre

SCHEDULE – VI – FOREST & HORTICULTURE
(A) HORTICULTURE
CLASS – II – SERVICE

1.	Horticulturist	-	100% seniority Cum Merit	-	Garden Superintendent	5 years experience on the post mentioned in column No. 6.
2.	Garden Superintendent	50%	50% seniority Cum Merit	Graduation in Science (Agriculture) with Horticulture Science	Garden Inspector	3 years experience on the post mentioned for Graduate in Science (Agriculture) OR 6 years experience on the post mentioned for Senior Secondary pass.

CLASS – III - SERVICE

3.	Garden Inspector	-	100% seniority Cum Merit	-	Assistant Inspector Garden	5 years experience on the post mentioned in column No. 6. OR 3 years experience on the post mentioned in column No.6.for Graduate with Science (Agriculture)

4.	Assistant Inspector Gardens	75%	25% seniority Cum Merit	Senior Secondary with Horticulture Science or its equivalent with 3 years experience as a Chief Gardner at any public Garden or garden of any reputed organization or firm OR Middle Pass with 10 years experience as a Chief Gardner at any public Garden or garden of any reputed organization or firm OR Literate with 15 years experience as a Chief Gardner at any public Garden or garden of any reputed organization or firm	Chief Gardner	Senior Secondary with Horticulture and having 3 years experience on the post mentioned in column No. 6. OR Middle Pass with 7 years experience on the post mentioned in column No. 6. OR Literate with 10 years experience on the post mentioned in column No. 6.

FOREST SERVICE						
CLASS – II – SERVICE						
1.	Assistant conservator of Forest	-	100% seniority Cum Merit	-	Forest Range officer grade-I	5 years experience on the post mentioned in column No. 6.
CLASS – III – SERVICE						
2.	Forest Range officer grade-I	50%	50% seniority Cum Merit	Candidates must possess a Bachelor's Degree with at least one of the subjects namely Animal Husbandry & Veterinary Science, Botany, Chemistry, computer Application/ Science, Environmental Science, Horticulture, Geology, Mathematics, Physics, Statistics and Zoology or a Bachelor's degree in Agriculture, Forestry or in Engineering of any of the Universities incorporated by an Act of the Parliament or declared to be deemed as a University under section 3 of the University Grants Commission Act, 1956. Or possess an equivalent qualification.	Forest Range officer grade-II	5 years experience on the post mentioned in column No. 6.
3.	Forest Range officer grade-II	-	100% seniority Cum Merit	-	Forester	Must have a certificate of training in a recognized Forestry Training School and 5 years experience on the post mentioned in column No. 6.

4.	Forester	50%	50% seniority Cum Merit	Must have passed the Senior Secondary (10+2) examination from Rajasthan Secondary Education Board, Ajmer or from Central Board of Secondary Education or an examination declared as equivalent thereto by the Government	Assistant Forester	2 years experience on the post mentioned in column No. 6 and must possess a certificate of Training from a recognized Forestry Training School.
5.	Assistant Forester	-	100% seniority Cum Merit	-	Forest Guard	7 years experience on the post mentioned in column No. 6 and must possess a certificate of Training from a recognized Forestry Training School.
6.	Forest Guard	100%	-	Must have passed the Secondary or its equivalent qualification of a recognized Board.	-	-

SCHEDULE – VII – ENFORCEMENT & VIGILANCE SERVICE						
CLASS – II – SERVICE						
1	Deputy Controller (Enforcement)	-	-	Deputation from Government	-	-
CLASS – III – SERVICE						
2	Enforcement Officer	40% Deputation	60% seniority Cum Merit	Deputation from Government	Enforcement Inspector	4 years experience on the post mentioned in column No. 6.
3	Enforcement Inspector	-	100% seniority Cum Merit	-	Field Assistant	4 years experience on the post mentioned in column No. 6.

4	Field Assistant	-	100% (By Option &Selection seniority Cum Merit	-	Assistant Administrative officer / Senior Assistant/ Junior Assistant	Assistant Administrative officer or Senior Assistant with 03 year experience Or Junior Assistant with 10 years experience on the post of Junior Assistant

SCHEDULE – VIII – GENERAL SERVICES						
CLASS – III – SERVICES						
1	Administrative Officer	-	100% seniority Cum Merit		Additional Administrative Officer	3 years experience on the post mentioned in column No. 6.
2	Additional Administrative Officer	-	100% seniority Cum Merit	-	Assistant Administrative Office	2 years experience on the post mentioned in column No. 6.
3	Assistant Administrative Officer	--	100% seniority Cum Merit	-	Senior Assistant	5 years experience on the post mentioned in column No. 6.
4	Senior Assistant	-	100% seniority Cum Merit	-	Junior Assistant	Graduate of a University established by law in India with 3 years experience on the post mentioned in Column No. 6 OR Senior Secondary of a recognized Board with 5 years experience on the post mentioned in Column No. 6

5	Junior Assistant	85%	15% seniority Cum Merit	A. Senior Secondary from a recognized Board or its equivalent Examination, and B. "O" or Higher Level Certificate Course conducted by DOEACC under control of the Department of Electronics, Government of India. OR Computer Operator and Programming Assistant (COPA)/ Data Preparation and Computer Software (DPCS) Certificate organized under National/State Council of Vocational Training Scheme. OR Diploma in Computer Science/ Computer Applications from a University established by law in India or from an institution recognized by the Government. OR	Class IV Service	Qualifications as prescribed in Col. No. 5 with 5 years experience on the posts mentioned in column No. 6
				Certificate Course in Information Technology (RSCIT) conducted byVardhman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited.		
6.	Senior Private Secretary	-	100% seniority Cum Merit	-	Private Secretary	5 years experience on the post mentioned in column No. 6.
7	Private Secretary	-	100% seniority Cum Merit	-	Senior Personal Assistant	5 years experience on the post mentioned in column No. 6.
8	Senior Personal Assistant	-	100% seniority Cum Merit	-	Personal Assistant	5 years experience on the post mentioned in column No. 6.

9	Personal Assistant	-	100% seniority Cum Merit	-	Stenographer	5 years experience on the post mentioned in column No. 6.
10	Stenographer (Hindi/English)	100%	-	A. Senior Secondary from a recognized Board or its equivalent Examination, and B. "O" or Higher Level Certificate Course conducted by DOEACC under control of the Department of Electronics, Government of India. OR Computer Operator and Programming Assistant (COPA)/ Data Preparation and Computer Software (DPCS) Certificate organized under National/State Council of Vocational Training Scheme. OR Diploma in Computer Science/ Computer Applications from a University established by law in India or from an institution recognized by the Government. OR	-	-
				Rajasthan State Certificate Course in Information Technology (RS-CIT) conducted by Vardhaman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited.		
11	Librarian	100%	-	Graduate with Degree/ Diploma in Library Science.	-	-
TECHNICAL WING						

1	Driver	75%	25% seniority Cum Merit	VIII class pass from recognized institution with heavy or/and light duty driving license as per requirement of the University and three years experience as a driver and must also possess the following: Weight should not be more than 65 kg., sight 6x6 with or without glasses, knowledge of road side repair of vehicle and efficiency in driving to be examined through a trade test by the appointing authority.	Class IV employee / Beldar	VIII class pass from recognized institution with heavy or/and light duty driving license as per requirement of the University and three years experience as a driver and must also possess the following: Weight should not be more than 65 kg., sight 6x6 with or without glasses, knowledge of road side repair of vehicle and efficiency in driving to be examined through a trade test by the appointing authority.
LAND RECORD CADRE						
CLASS – II – SERVICE						
1	Executive Officer (Land)	-	100% seniority Cum Merit	-	Land Record Officer	5 years experience on the post mentioned in column No. 6.
CLASS – III – SERVICE						
2	Land record Officer (Tehsildar)	-	100% seniority Cum Merit	-	Assistant Land Record Officer	5 years experience on the post mentioned in column No. 6.
3	Assistant Land Record Officer (Naib Tehsildar)	75%	25% seniority Cum Merit	Graduate form a University established by law in India or its equivalent declared by the Government.	Inspector	5 years experience on the post mentioned in column No. 6.

4	Inspector (Revenue Inspector)	50%	50% seniority Cum Merit	A. Senior Secondary from a recognized Board or its equivalent Examination, and B. "O" or Higher Level Certificate Course conducted by DOEACC under control of the Department of Electronics, Government of India. OR Computer Operator and Programming Assistant (COPA)/ Data Preparation and Computer Software (DPCS)	Survey Assistant (Patwari/ Amin)	5 years experience for Graduate and 7 years experience for others on the post mentioned in column No. 6. And "O" or Higher Level Certificate Course conducted by DOEACC under control of the Department of Electronics, Government of India. OR Computer Operator and Programming Assistant (COPA)/ Data Preparation and Computer Software (DPCS) Certificate
				Certificate organized under National/State Council of Vocational Training Scheme. OR Diploma in Computer Science/ Computer Applications from a University established by law in India or from an institution recognized by the Government. OR Rajasthan State Certificate Course in Information Technology (RS-CIT) conducted by Vardhaman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited.		organized under National/State Council of Vocational Training Scheme. OR Diploma in Computer Science/ Computer Applications from a University established by law in India or from an institution recognized by the Government. OR Rajasthan State Certificate Course in Information Technology (RS-CIT) conducted by Vardhaman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited.

5	Survey Assistant (Amin/Patwari)	100%	-	A. Senior Secondary from a recognized Board or its equivalent Examination, and B. "O" or Higher Level Certificate Course conducted by DOEACC under control of the Department of Electronics, Government of India. OR Computer Operator and Programming Assistant (COPA)/ Data Preparation and Computer Software (DPCS) Certificate organized under National/State Council of Vocational Training Scheme. OR Diploma in Computer Science/ Computer Applications from a University established by law in India or from an institution recognized by the Government. OR Rajasthan State Certificate Course in Information Technology (RS-CIT) conducted by Vardhaman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited.	-	-

SCHEDULE – IX – CO-OPERATIVE SERVICE						
CLASS – II – SERVICE						
1.	Assistant Registrar (Co-operative	50%	50% seniority Cum Merit	Must hold a Degree of any of the Universities incorporated by an Act of the Central or State Legislature in India or other Educational Institutions established by an Act of Parliament or declared to be deemed as a University under Section 3 of the University Grant Commission Act, 1956 or possess an equivalent qualification recognized by the Government.	Inspector - Grade-I (Cooperative)	5 years experience on the post mentioned in column No. 6.
CLASS – III – SERVICE						
1.	Inspector Grade-I (Co-operative)	-	100% seniority Cum Merit	-	Inspector – Grade II (Cooperative)	5 years experience on the post mentioned in column No. 6.

2.	Inspector – Grade-II (Co-operative)	100%	-	Must hold a Degree of any of the Universities incorporated by an Act of the Central or State Legislature in India or other Educational Institutions established by an Act of Parliament or declared to be deemed as a University under Section 3 of the University Grant Commission Act, 1956 or possess an equivalent qualification recognized by the Government.	-	-

SCHEDULE – X – (A) INFORMATION TECHNOLOGY SERVICE						
CLASS – I – SERVICE						
1.	Additional Director	-	100% seniority Cum Merit	-	System Analyst (Joint Director)	5 years experience on the post mentioned in column No. 6.
2.	System Analyst (Joint Director)	-	100% seniority Cum Merit	-	Analyst-cum-programmer (Deputy Director)	5 years experience on the post mentioned in column No. 6.

3.	Analyst-cum-programmer (Deputy Director)	50%	50% seniority Cum Merit	M.C.A./B.E./B.Tech. in Information Technology or Computer Science or Electronics and Communications from a recognized University established by law in India or a qualification recognized as equivalent there to by the Government. OR MTech. degree in Information Technology or Computer Science or Electronics and Communications from a recognized University established by law in India or a qualification recognized as equivalent thereto by the Government. OR M.B.A. (IT) from a University established by law in India or a qualification recognized as equivalent thereto by the Government. AND 3 years' post qualification relevant work experience in legal entity such as Government Organization/ Government undertakings/ Public Limited/ Private Limited companies etc.	programmer	5 years experience on the post mentioned in column No. 6.

CLASS – III – SERVICE

4	Programmer	50%	50% seniority Cum Merit	(1) M.C.A./B.E./B.Tech./M.Sc. in Information Technology or computer Science or Elec-tonics and Communications from a recognized University established by law in India or a qualification recognized as equivalent thereto by the Government. OR MTech. degree in Information Technology or Computer Science or Electronics and Communications from a recognized University established by law in India or a qualification recognized as equivalent thereto by the Government. OR M.B.A.(IT) from a University established by law in India or a qualification recognized as equivalent thereto by the Government.	Assistant Programmer	5 years experience on the post mentioned in column No. 6.

5	Assistant Programmer	-	100% seniority Cum Merit		Informatics Assistant	5 years experience on the post mentioned in column No. 6.
6	Informatics Assistant	100%	-	i) Graduate or higher degree in Computer Science / Computer Engineering / Computer Applications / Computer Science & Engineering or Electronics or Electronics & Communication or Information Technology or equivalent of a University established by law in India. OR Post Polytechnic Diploma in Computer Applications or 3 years Diploma in Computer Science & Engineering/ Computer Applications / Information Technology or equivalent from a Polytechnic institution recognized by the Government. Or Graduate of a University established by law in India with Diploma in Computer Science /Computer Applications / Information Technology or equivalent of a University established by law in India or of an Institution recognized by the Government. OR Graduate of a University established by law in India with "O" or Higher Level Certificate course conducted by National Institute of Electronics and Information Technology (NIEIT)/DOEACC under the control of	-	-

				Department of Electronics, Government of India. OR Graduate of a University established by law in India with Computer Operator & Programming Assistant (COPA/ Data preparation and Computer Software (DPCS) Certificate organised under National/State concil of Vocational Taining Scheme. AND (ii) Speed of 20 words per minute typing in Hindi & English Both.		

SCHEDULE – XI – PUBLIC RELATIONS SERVICE

1.	Assistant Director (Public Relations)	-	100% seniority Cum Merit	-	Public Relations Officer	3 years experience on the post mentioned in column No. 6.
2.	Public Relations Officer	-	100% seniority Cum Merit	Graduate from a University established by law in India or its equivalent with 5 years' experience of Journalism in reputed newspaper office or in Public Relations Department of State Government or Government of India or Graduate with Diploma/Degree in Journalism. Preference will be given to persons having Post Graduate degree in Hindi or English.	Assistant Public Relations Officer	5 years experience on the post mentioned in column No. 6.

3.	Assistant Public Relations Officer	100%	-	Graduate from a University established by law in India or its equivalent with 3 years' experience of Journalism in reputed newspaper office or in Public Relations Department of State Government or Government of India or graduate with Diploma/Degree in Journalism. Preference will be given to persons having Post Graduate degree in Hindi or English.	_	_

[No. F. JDA /sidhibharti/2021/part-2]
By Order,

Nalini Kathotia,
Secretary.

Government Central Press, Jaipur.